

**WINDWARD AT  
LAKEWOOD  
RANCH**

**COMMUNITY DEVELOPMENT  
DISTRICT**

**January 11, 2023**

**REGULAR MEETING  
AGENDA**

**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA  
LETTER**

# Windward at Lakewood Ranch Community Development District

## OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Toll-free: (877) 276-0889 • Fax: (561) 571-0013

January 4, 2023

### ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors

Windward at Lakewood Ranch Community Development District

Dear Board Members:

The Board of Supervisors of the Windward at Lakewood Ranch Community Development District will hold a Regular Meeting on January 11, 2023 at 11:30 a.m., at 5800 Lakewood Ranch Blvd, Sarasota, Florida 34240. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments: Agenda Items (*limited to 3 minutes per individual*)
3. Acceptance of Unaudited Financial Statements as of November 30, 2022
4. Approval of December 14, 2022 Regular Meeting Minutes
5. Staff Reports
  - A. District Counsel: *Vogler Ashton, PLLC*
  - B. District Engineer: *Stantec*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*
    - NEXT MEETING DATE: February 8, 2023 at 11:30 AM

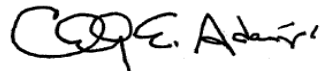
○ QUORUM CHECK

SEAT 1	JOHN LEINAWEAVER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	SANDY FOSTER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	DALE WEIDEMILLER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	PETE WILLIAMS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	JOHN BLAKELY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

6. Board Members' Comments/Requests
7. Public Comments: Non-Agenda Items (*limited to 3 minutes per individual*)
8. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,



Chesley (Chuck) E. Adams, Jr.  
District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**

**CALL-IN NUMBER: 1-888-354-0094**

**PARTICIPANT PASSCODE: 229 774 8903**

**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED  
FINANCIAL  
STATEMENTS**

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
NOVEMBER 30, 2022**

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
NOVEMBER 30, 2022**

	General Fund	Debt Service Fund Series 2020	Debt Service Fund Series 2022	Capital Projects Fund Series 2020	Capital Projects Fund Series 2022	Total Governmental Funds
<b>ASSETS</b>						
Cash	\$ 63,072	\$ -	\$ -	\$ -	\$ -	\$ 63,072
Investments						
Reserve	-	88,879	418,294	-	-	507,173
Prepayment	-	267,364	-	-	-	267,364
Revenue	-	4,671	22	-	-	4,693
Construction	-	-	-	3,317,225	3,472,337	6,789,562
Due from general fund	-	135,611	434,576	-	-	570,187
Deposits	25	-	-	-	-	25
Undeposited funds	864,548	72,360	-	-	-	936,908
Total assets	<u>\$ 927,645</u>	<u>\$ 568,885</u>	<u>\$ 852,892</u>	<u>\$ 3,317,225</u>	<u>\$ 3,472,337</u>	<u>\$ 9,138,984</u>
<b>LIABILITIES</b>						
Liabilities:						
Accounts payable	\$ 83,726	\$ -	\$ -	\$ -	\$ -	\$ 83,726
Retainage payable	-	-	-	625,762	65,195	690,957
Due to debt service fund 2020	135,611	-	-	-	-	135,611
Due to debt service fund 2022	434,576	-	-	-	-	434,576
Developer advance	6,000	-	-	-	-	6,000
Total liabilities	<u>659,913</u>	<u>-</u>	<u>-</u>	<u>625,762</u>	<u>65,195</u>	<u>1,350,870</u>
<b>FUND BALANCES</b>						
Restricted for:						
Debt service	-	568,885	852,892	-	-	1,421,777
Capital projects	-	-	-	2,691,463	3,407,142	6,098,605
Unassigned	267,732	-	-	-	-	267,732
Total fund balances	<u>267,732</u>	<u>568,885</u>	<u>852,892</u>	<u>2,691,463</u>	<u>3,407,142</u>	<u>7,788,114</u>
Total liabilities and fund balances	<u>\$ 927,645</u>	<u>\$ 568,885</u>	<u>\$ 852,892</u>	<u>\$ 3,317,225</u>	<u>\$ 3,472,337</u>	<u>\$ 9,138,984</u>

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 26,486	\$ 26,486	\$ 614,988	4%
Assessment levy: off-roll	322,872	322,872	140,412	230%
Interest and miscellaneous	-	-	500	0%
Total revenues	<u>349,358</u>	<u>349,358</u>	<u>755,900</u>	46%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Supervisors	1,000	2,000	12,800	16%
Management/accounting/recording	4,000	8,000	48,000	17%
Field management	-	-	10,000	0%
Debt service fund accounting	-	-	5,500	0%
Legal	1,988	1,988	20,000	10%
Engineering	1,450	1,450	20,000	7%
Audit	-	-	5,000	0%
Arbitrage rebate calculation	-	-	750	0%
Dissemination agent	167	333	2,000	17%
Trustee	4,031	4,031	6,000	67%
Telephone	16	33	200	17%
Postage	-	-	500	0%
Legal advertising	206	206	2,000	10%
Annual special district fee	-	175	175	100%
Insurance	-	5,375	5,500	98%
Contingencies/bank charges	-	-	750	0%
Miscellaneous	-	-	500	0%
Website	-	-	705	0%
ADA website compliance	-	-	210	0%
Property appraiser & tax collector	397	397	12,812	3%
Total professional & administrative	<u>13,255</u>	<u>23,988</u>	<u>153,402</u>	16%
<b>Field Operations</b>				
Well pump maintenance	-	-	5,000	0%
Wetland monitoring contract	19,375	19,375	110,000	18%
Pond maintenance contract	1,633	1,761	40,000	4%
Pond maintenance	-	-	5,000	0%
Irrigation system maintenance	10,941	14,467	210,000	7%
Irrigation PS maintenance	-	-	5,000	0%
Irrigation pump maintenance	-	-	10,000	0%
Streetlights	2,892	2,892	18,000	16%
Curb replacement	-	-	5,000	0%
Effluent water supply	8	16	20,000	0%
Fruitville road cleanup	-	-	2,500	0%
Waterline flushing	2,255	5,452	-	N/A
Hurricane/storm cleanup	12,100	12,100	-	N/A
Total field operations	<u>49,204</u>	<u>56,063</u>	<u>430,500</u>	13%
Total expenditures	<u>62,459</u>	<u>80,051</u>	<u>583,902</u>	14%
Excess/(deficiency) of revenues over/(under) expenditures	286,899	269,307	171,998	
Fund balances - beginning	(19,167)	(1,575)	3,633	
Unassigned	267,732	267,732	175,631	
Fund balances - ending	<u>\$ 267,732</u>	<u>\$ 267,732</u>	<u>\$ 175,631</u>	



**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2020  
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	Current Month	Year To Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 15,808	\$ 15,808	\$ 366,984	4%
Assessment levy: off-roll	120,040	120,040	421,995	28%
Assessment prepayments	207,368	335,202	-	N/A
Interest	4	6	-	N/A
Lot closing	2,281	3,976	-	N/A
Total revenues	<u>345,501</u>	<u>475,032</u>	<u>788,979</u>	60%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal - S2020A1	-	-	115,000	0%
Principal prepayment - S2020A-2	260,000	260,000	-	N/A
Interest - S2020A-1	120,383	120,383	240,765	50%
Interest - S2020A-2	127,820	127,820	255,640	50%
Interest - S2020A-3	83,177	83,177	166,355	50%
Total debt service	<u>591,380</u>	<u>591,380</u>	<u>777,760</u>	76%
Other fees & charges				
Tax collector	237	237	7,646	3%
Total other fees & charges	<u>237</u>	<u>237</u>	<u>7,646</u>	3%
Total expenditures	<u>591,617</u>	<u>591,617</u>	<u>785,406</u>	75%
Excess/(deficiency) of revenues over/(under) expenditures	(246,116)	(116,585)	3,573	
Fund balances - beginning	815,001	685,470	415,808	
Fund balances - ending	<u>\$ 568,885</u>	<u>\$ 568,885</u>	<u>\$ 419,381</u>	

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2022  
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	Current Month	Year To Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 20,262	\$ 20,262	\$ 470,510	4%
Assessment levy: off-roll	414,618	414,618	373,429	111%
Interest / misc. income	3	6	-	N/A
Total revenues	<u>434,883</u>	<u>434,886</u>	<u>843,939</u>	52%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	-	265,000	0%
Interest	287,594	287,594	575,188	50%
Total debt service	<u>287,594</u>	<u>287,594</u>	<u>840,188</u>	34%
<b>Other fees &amp; charges</b>				
Tax collector	304	304	9,802	3%
Total other fees & charges	<u>304</u>	<u>304</u>	<u>9,802</u>	3%
Total expenditures	<u>287,898</u>	<u>287,898</u>	<u>849,990</u>	34%
Excess/(deficiency) of revenues over/(under) expenditures	146,985	146,988	(6,051)	
Fund balances - beginning	705,907	705,904	757,367	
Fund balances - ending	<u>\$ 852,892</u>	<u>\$ 852,892</u>	<u>\$ 751,316</u>	

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2020  
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	Current Month	Year To Date
<b>REVENUES</b>		
Interest	\$ 14	\$ 27
Total revenues	14	27
<b>EXPENDITURES</b>		
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	14	27
Fund balances - beginning	2,691,449	2,691,436
Fund balances - ending	\$ 2,691,463	\$ 2,691,463

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2022  
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	Current Month	Year To Date
<b>REVENUES</b>		
Interest	\$ 14	\$ 29
Total revenues	14	29
<b>EXPENDITURES</b>		
Capital outlay	12,222	12,222
Total expenditures	12,222	12,222
Excess/(deficiency) of revenues over/(under) expenditures	(12,208)	(12,193)
Fund balances - beginning	3,419,350	3,419,335
Fund balances - ending	\$ 3,407,142	\$ 3,407,142

**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**MINUTES**

**DRAFT**

**MINUTES OF MEETING  
WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38

The Board of Supervisors of the Windward at Lakewood Ranch Community Development District held a Regular Meeting on December 14, 2022, at 11:30 a.m., at 5800 Lakewood Ranch Blvd, Sarasota, FL 34240.

**Present were:**

Pete Williams	Chair
Sandy Foster	Vice Chair
Dale Weidemiller	Assistant Secretary
John Leinaweaver	Assistant Secretary
John Blakley (via telephone)	Assistant Secretary

**Also present, were:**

Chuck Adams	District Manager
Mike Kennedy	District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 11:31 a.m. Supervisors Williams, Foster, Weidemiller and Leinaweaver were present. Supervisor Blakely was not present at roll call.

**SECOND ORDER OF BUSINESS**

**Public Comments: Agenda Items *(limited to 3 minutes per individual)***

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consideration of Change Order No. 3 Under Specific Authorization No. 4 [Windward Phase 2 Bidding Services]**

Mr. Kennedy presented Change Order No. 3 Under Specific Authorization No. 4 for Windward Phase 2 Bidding Services.



77 There was no report.

78 **B. District Engineer: *Stantec***

79 Mr. Kennedy stated that effluent water is now being received in the irrigation pond. The  
80 lake was very low before Thanksgiving and the well was shut off for calibration procedures. The  
81 account is now operational and invoices will be received. The water use permit requires that  
82 treated effluent water be used first, with well water as a backup. There is no shortage of  
83 effluent water.

84 **C. District Manager: *Wrathell, Hunt and Associates, LLC***

- 85 • **NEXT MEETING DATE: January 11, 2023 at 11:30 AM**

- 86 ○ **QUORUM CHECK**

87 The next meeting will be held on January 11, 2023.

88

<b>89 SEVENTH ORDER OF BUSINESS</b>	<b>Board Members' Comments/Requests</b>
-------------------------------------	---

90

91 There were no Board Members' comments or requests.

92

<b>93 EIGHTH ORDER OF BUSINESS</b>	<b>Public Comments: Non-Agenda Items (limited to 3 minutes per individual)</b>
------------------------------------	--

94

95

96 No members of the public spoke.

97

<b>98 NINTH ORDER OF BUSINESS</b>	<b>Adjournment</b>
-----------------------------------	--------------------

99

100

101 **On MOTION by Mr. Williams and seconded by Mr. Leinaweaver, with all in**  
 102 **favor, the meeting adjourned at 11:37 a.m.**

103

104

105

106

107

108

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



109  
110  
111  
112  
113  
114

---

Secretary/Assistant Secretary

---

Chair/Vice Chair

**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF  
REPORTS**

**WINWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT****BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE****LOCATION***5800 Lakewood Ranch Boulevard, Sarasota, Florida 34240*

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 12, 2022</b>	<b>Regular Meeting</b>	<b>12:00 PM</b>
<b>November 8, 2022</b>	<b>Landowners' Meeting</b>	<b>12:00 PM</b>
<b>November 9, 2022</b>	<b>Regular Meeting</b>	<b>12:30 PM</b>
<b>December 14, 2022</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>January 11, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>February 8, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>March 8, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>April 12, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>May 10, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>June 14, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>July 12, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>August 9, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>September 13, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>